

REPORT

DATE: November 13, 2003

TO: Administration Committee
Regional Council

FROM: Sam Mehta, Contracts Manager (213) 236-1813
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SUBJECT: Contracts and Purchase Orders Between \$5,000 - \$25,000

RECOMMENDED ACTION: Information Only

SUMMARY:

SCAG executed following contract between \$5,000 and \$25,000

- Michael R. Kodama \$13,259
Las Virgenes/Malibu PILUT
Funding Source: FTA

The Executive Director executed the following Purchase Orders between \$5,000 and \$25,000

- Copy-Rite Press, Inc. \$14,339
Printing of 2004 Draft RTP
Funding Source: FTA
- Data Vault American Vault-Inc. \$ 6,000
Offsite Storage & Archival of Backup Tapes
Funding Source: Indirect Overhead
- Dell Marketing \$ 5,148
Purchase of Laptop Computers
Funding Source: Indirect Overhead
- Hyatt Newporter \$24,000
Facility Rental & Catering for Economic Conference
Funding Source: Registration Income
- Impress Communications, Inc. \$ 6,814
Printing of Economic Forecast Book 04-05
Funding Source: Registration Income & Sponsorship
- Intuit, Inc. \$ 7,789
Quickbase Corporate Workgroup Subscription
Funding Source: FHWA

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BACKGROUND:

Pursuant to the recommendations from the Best Practices Contracts Committee and KMPG, the Regional Council approved the execution by the Executive Director, Purchase Orders between \$5,000 and \$25,000 and the listing of all such Contracts and purchase orders on the agenda as information only.

